

# Employee Post-Travel Disclosure of Travel Expenses

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**Post-Travel Filing Instructions:** Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The original *Employee Pre-Travel Authorization* (Form RE-1), AND  
☒ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Hillsdale College

Travel date(s): September 21-24, 2017

Name of accompanying family member (if any): \_\_\_\_\_

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$338.40	\$273.00	\$149.56	
<input checked="" type="checkbox"/> Actual Amount				

## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Attached is the trip itinerary which includes a description of all events/meetings.

10/24/17  
(Date)

Sam Mulopulos  
(Printed name of traveler)

  
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

10/24/17  
(Date)

  
(Signature of Supervising Senator/Officer)

## EMPLOYEE PRE-TRAVEL AUTHORIZATION

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: **Sam Mulopulos**

Employing Office/Committee: **Senator Rob Portman**

Private Sponsor(s) (list all): Hillsdale College

Travel date(s): **September 21-24, 2017**

**Note: If you plan to extend the trip for any reason you must notify the Committee.**

Destination(s): **Hillsdale College**

**Explain how this trip is specifically connected to the traveler's official or representational duties:**

As a congressional staffer, I took an oath to the United States Constitution. This retreat will help improve my work as a staffer by providing me with the context and knowledge needed to uphold that oath. Specifically as a Legislative Assistant who works frequently with counterparts in the executive branch, it would be valuable for me to better understand the history and philosophy that undergirds America's separation of powers to ensure that I am helping to make policy that is not just constitutional but also preserving of Congress as a vigorous and independent branch of government.

Name of accompanying family member (if any): \_\_\_\_\_

Relationship to Employee: ☐ Spouse ☐ Child

**I certify that the information contained in this form is true, complete and correct to the best of my knowledge:**

8/18/2017  
(Date)

*Sam M. [Signature]*  
(Signature of Employee)

**TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):**

I, Senator Rob Portman hereby authorize Sam Mulopulos  
*(Print Senator's/Officer's Name)* *(Print Traveler's Name)*

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

8/18/2017  
(Date)

Rob Portaro  
(Signature of Supervising Senator/Officer)

**FBI**

From: Ashlea Frazier [<mailto:afrazier@hillsdale.edu>]  
Sent: Tuesday, August 01, 2017 9:51 AM  
To: Mulopulos, Sam (Portman) <[Sam\\_Mulopulos@portman.senate.gov](mailto:Sam_Mulopulos@portman.senate.gov)>  
Subject: Invitation to Hillsdale's Constitution Retreat

Sam –

I am writing to invite you to Hillsdale's fall Constitution Retreat on September 21<sup>st</sup> – 24<sup>th</sup>, 2017.

The retreat addresses the currents of American constitutionalism in the context of political thought and the challenges of practical politics. Hillsdale president Larry Arnn will host dinner at his home the first evening, and then we will have two days of sessions led by some of Hillsdale's best faculty on the distinctive principles and institutional structures of the American order – as well as the highest aspects of the western liberal arts tradition.

It will take place on Hillsdale's main campus in Michigan, and the fall is beautiful time to visit and experience all the wonderful things Hillsdale has to offer.

Attached is the agenda for your reference.

To register or for additional questions you can contact me directly by email or cell (727-417-5992). Attendees must register by September 1, 2017.

Best,

Ashlea

**Ashlea Frazier | Director of Programs | Hillsdale College**  
**Allan P. Kirby, Jr. Center for Constitutional Studies and Citizenship**  
227 Massachusetts Ave., NE | Washington, DC 20002 | ☎ 202.600.7325 | ✉ [kirbycenter@hillsdale.edu](mailto:kirbycenter@hillsdale.edu)

# PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

**This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.**

**The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.**

1. Sponsor(s) of the trip (please list all sponsors): Hillsdale College
2. Description of the trip: The retreat brings together professional staff in the DC area for a unique opportunity to examine the principles of the American Founding and their application to const. policy.
3. Dates of travel: September 21 - 24, 2017
4. Place of travel: Hillsdale College
5. Name and title of Senate invitees: Document Attached
6. I *certify* that the trip fits one of the following categories:
- ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
- OR**
- ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- AND**
- ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
- ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
- AND**
- ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

**SECRET**



**9. USE ONLY IF YOU CHECKED QUESTION 6(B)**

**I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:**

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

**OR**

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

**OR**

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

**10. USE ONLY IF YOU CHECKED QUESTION 9(B).**

**If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:**

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11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

- 12. Briefly describe the role of each sponsor in organizing and conducting the trip:**

**Hillsdale College's staff and faculty alone have organized and will conduct the programming of the trip.**

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- 13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:**

As an extension of the teaching mission of the college, this retreat seeks to bring together a group of professionals for an opportunity to examine the principles of the American Founding and their application to constitutional policy.

**Briefly describe each sponsor's prior history of sponsoring congressional trips:**

- 14. Briefly describe each sponsor's prior history of sponsoring congressional trips:**

**This is the fifth sponsored constitutional retreat.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**75000000**

**15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):**

**Hillsdale College is an accredited institution of higher learning in Hillsdale, MI.**

**Hillsdale hosts public lectures, publishes scholarly works, and hosts a variety of academic seminars and retreats.**

**16. Total Expenses for Each Participant:**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate  <input type="checkbox"/> Actual Amounts	\$600.00	\$275.00	\$150.00	N/A

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

**The trip involves an event that is arranged or organized without regard to congressional participation. The costs outlined in this paperwork are provided to all participants of the retreat not just congressional staff.**

**18. Reason for selecting the location of the event or trip**

**The main campus is selected as the location due to it being owned and operated by the college.**

**19. Name and location of hotel or other lodging facility:**

**Dow Center - Hillsdale College - 33 East College Street, Hillsdale, MI 49242**

**20. Reason(s) for selecting hotel or other lodging facility:**

**Hillsdale College owns the facility.**

**21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:**

**Hillsdale College upholds the per diem rates set by the federal government for travel.**

**Estimated Costs: Lodging - \$91.00 per night**

**Meals: Breakfast (\$10.00), Lunch (\$13.00), Dinner (\$28.00)**

**22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:**

**Hillsdale College will provide car/van shuttle service and coach class airline transportation.**

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

**24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:**

**N/A**

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.): )

**Signature of Travel Sponsor:**

**Name and Title:** Ashlea Frazier, Director of Programs

**Name of Organization:** Hillsdale College

**Address:** 33 East College Street, Hillsdale, MI 49242

**Telephone Number:** 202-600-7325

**Fax Number:** 517-437-3923

E-mail Address: [afrazier@hillsdale.edu](mailto:afrazier@hillsdale.edu)





★ ABOUT THE RETREAT

The Constitution Retreat is a fully funded educational program that runs from Thursday,

September 21, to Sunday,

September 24, 2017. Travel

expenses will be paid for participant

Lodging and meals will also be prov

program will feature two full days o

led sessions and ample free time set

participants to engage in informal d

read, and to enjoy Hillsdale's campu

surrounding area.



HILLSDALE COLLEGE  
CONSTITUTION  
RETREAT

★ ABOUT HILLSDALE COLLEGE

Hillsdale College, founded in south-central Michigan in 1844, is nationally known for its maintenance of a classical core curriculum and for its principled refusal to accept federal or state taxpayer subsidies. It also conducts a large outreach in support of civil and religious liberty, including *Imprimis*, a monthly speech digest with a circulation of over 3.4 million, and the Allan P. Kirby, Jr. Center for Constitutional Studies and Citizenship in Washington, D.C.



**HILLSDALE COLLEGE**

FOUNDED 1844 • 200 YEARS OF LIBERTY EDUCATION

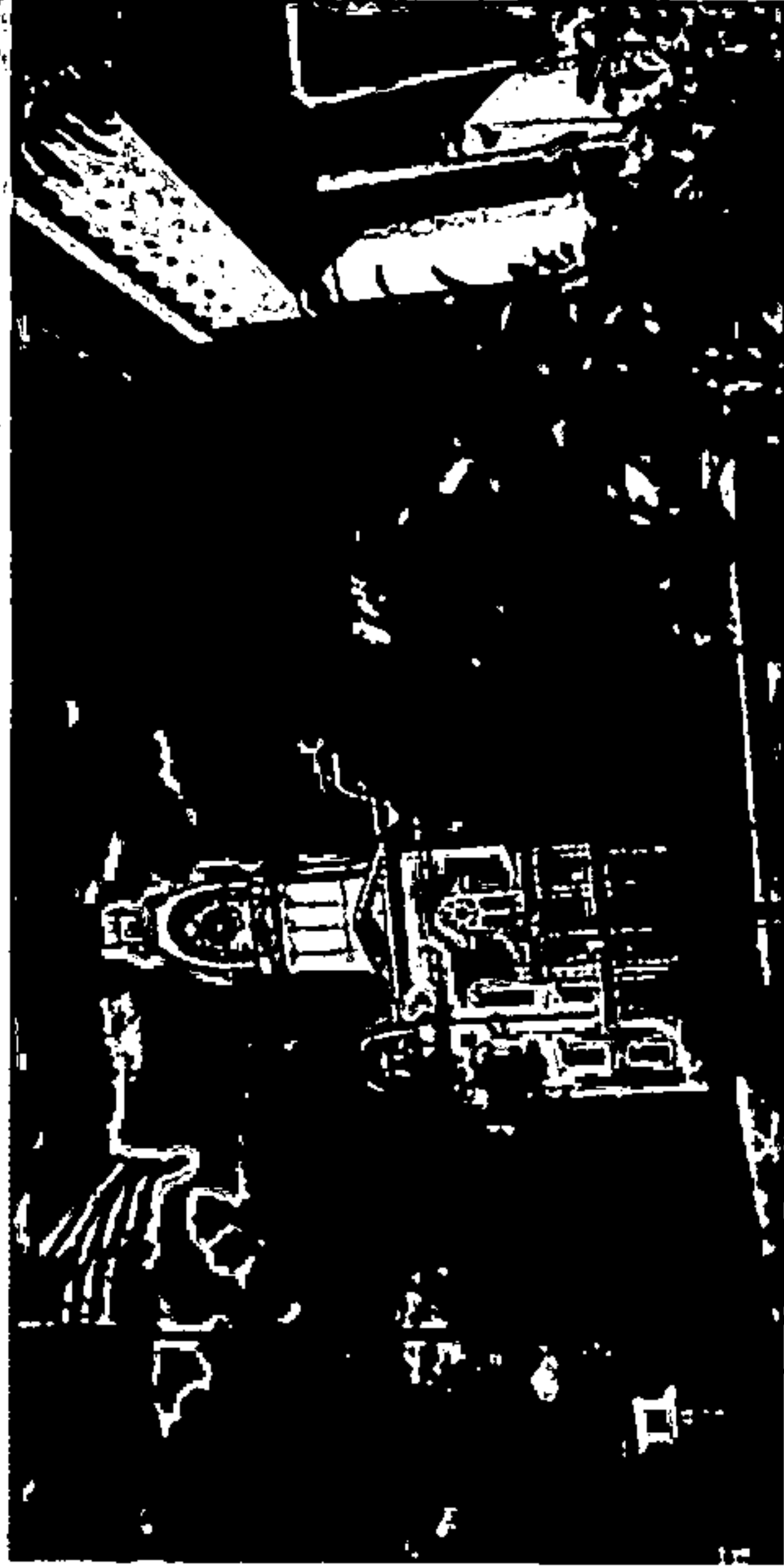
30 EAST COLLINGS STREET

HILLSDALE, MICHIGAN 49243

[HILLSDALE.EDU](http://HILLSDALE.EDU) | (517) 437-7043

An educational program on the political thought  
and policy of America's Founders

SEPTEMBER 21–24, 2017  
HILLSDALE COLLEGE | HILLSDALE, MICHIGAN



## STUDY THE AMERICAN POLITICAL TRADITION

The Hillsdale College Constitution Retreat brings together a group of select professionals for a unique opportunity to examine the principles of the American Founding and their application to constitutional policy.



**D**irected by faculty from Hillsdale College's Kirby Center and the Van Andel Graduate School of Statesmanship, and held on Hillsdale's campus in southern Michigan, this educational program addresses the crisis of American government in the context of the political thought and policies of America's Founders. Seminars will focus on the U.S. Constitution, the principles of natural rights, the policies that follow from them, and the role of the states. Issues such as religious liberty, Second Amendment rights, economics, the family, citizenship, and foreign policy will also be discussed.



### ★ THE CAMPUS



Located in south-central Michigan, Hillsdale's picturesque campus offers hotel accommodations, a large library, classrooms, and state-of-the-art athletic facilities. Retreat participants will enjoy the full amenities of the campus and access to a variety of activities off campus.

### ★ THE FACULTY



Hillsdale faculty Ronald J. Pestritto, Dean of the Van Andel Graduate School of Statesmanship, and Matthew Spalding, Associate Vice President and Dean of the Kirby Center, and additional politics faculty will lead seminars during the retreat.

If you are interested in attending this retreat, please contact Ashlea Frazier at [afrazier@hillsdale.edu](mailto:afrazier@hillsdale.edu).